

DELAWARE TRANSIT CORPORATION

POSTING NO. 088-2016

POSITION VACANCY POSTING

DATE OF POSTING April 6, 2016

CLOSING DATE April 22, 2016

METHOD OF APPLICATION: Employment Application

INTERESTED CANDIDATES MUST FILE FOR THIS POSITION BY SUBMITTING AN APPLICATION TO THE HUMAN RESOURCES DEPARTMENT BY 4:30 P.M. ON **April 22, 2016.**

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POSITION #: 1146 JOB CODE #: 206

POSITION TITLE Deputy Chief Financial Officer

PAY GRADE 21 PAY RATE _____ PAY RANGE \$66,175 - \$82,719
(MINIMUM TO MAXIMUM)

LOCATION: DISTRICT Kent County DEPARTMENT Chief Financial Officer
SECTION Budget

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CLASSIFICATION: FULL TIME X PART-TIME _____

CONTRACT: 8FR _____ 8DR _____ 32 _____ N/C X

SCHEDULED HOURS 8:00 AM – 4:30 PM SCHEDULED DAYS Monday - Friday

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SUMMARY OF POSITION:

The Deputy Chief Financial Officer (DCFO) reports directly to the Chief Financial Officer (CFO) and receives overall direction, as well as guidance on the resolution of specific major issues from the CFO. The DCFO is responsible for directing and managing the daily operation of the Delaware Transit Corporation's (DTC) Budget, Controller, and Grants/Fixed Assets departments. The incumbent serves as the lead member on the CFO's senior management team in the development, planning and directing of Finance's programs. The incumbent supervises three senior level managers and performs a vast range of mission critical duties and responsibilities using performance metrics to gauge organizational effectiveness. A major part of the Deputy Chief Financial Officer's role is to provide management oversight, and financial analysis and recommendations on cost efficiency and cost effectiveness of transportation services. The incumbent acts as a liaison with both internal and external entities to ensure effective communication in the planning and resolution of operational, legal, customer, community or policy related finance issues.

JOB DESCRIPTION: AVAILABLE THRU HR DEPT X

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EQUAL OPPORTUNITY EMPLOYER
SEE MINIMUM QUALIFICATIONS ON SECOND PAGE

Minimum Qualifications:

1. Experience in managing daily activities of the Budget, Controller, and Grant/Fixed Assets departments of an organization.
(Applicant must detail all experience in managing complex and detailed functions in a large-multi-disciplined organization).
2. Experience in developing performance metrics and establishing goals/objectives to drive accountability and efficiency in service delivery as well as department administration and management.
(Applicant must detail all experience in developing performance metrics and establishing goals/objectives to drive accountability and efficiency in service delivery as well as department administration and management).
3. Experience in developing operating and capital budgets and the related monitoring of these budgets.
(Applicant must detail all experience in developing operating and capital budgets and the related monitoring of these budgets).
4. Experience in complex problem solving related to financial matters.
(Applicant must detail all experience in complex problem solving related to financial matters).

JOB DESCRIPTION: AVAILABLE THRU HR DEPT X

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EQUAL OPPORTUNITY EMPLOYER

"Application must specifically address each Minimum Qualification "

DTC is an "Equal Opportunity Employer". Accommodations are available for applicants with disabilities in all phases of the application and employment process. To request an accommodation, applicants may call (302) 760-2891. TDD users should call the Delaware Relay Service Number 1-800-232-5460 for assistance.

JOB APPLICATIONS ARE AVAILABLE ON-LINE AT: www.dartfirststate.com